

DD/A Registry

File Meetings

16 APR 1979

MEMORANDUM FOR: Director of Communications
Director of Data Processing
Director of Finance
Director of Logistics
Director of Medical Services
Director of Personnel
Director of Security
Director of Training

STAT FROM : [redacted]
Chairman, Steering Committee
DDA Division Chiefs' Conference III

SUBJECT : Invitation to the DDA Division Chiefs'
Conference III

1. Based on discussions with their fellow Division Chiefs, the Steering Committee has completed the agenda for the Division Chiefs' Conference III scheduled for 30 April through 2 May. Agreement was unanimous to invite the Office Directors to join the conferees on 1 May for a social hour, dinner, and an evening session.

2. Many of the conferees are newly appointed to their position as Division Chief. Some of the Office Directors are newly appointed to their position. The social hour and dinner will provide an opportunity for the conferees and Office Directors to become better acquainted with one another.

3. The evening session will be an opportunity for the Division Chiefs to discuss with the Office Directors appropriate items of concern and topics which were studied during the two full conference days and on which reports will be made to Mr. Wortman and Mr. May at the final session.

STAT 4. You are cordially invited to join us [redacted] in the [redacted] 700 hours. Dinner, scheduled for 1830 hours in [redacted] will be followed by the evening session. In the event that you are unable to join us, we would appreciate having your Deputy come.

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STAT ORIG:DDA/MAS: [redacted]

(13 Apr 79)